

Custodial, Labor and Trades Branch
Skilled Trades Group
Pool Series

POOL MAINTENANCE SUPERVISOR

11/86

Summary

Under general supervision, supervises the operation and maintenance of all municipal swimming pools; and performs related duties as required.

Typical Duties

Supervises, schedules and assigns the maintenance and repair of all municipal pools; recommends and supervises the repair or replacement of all filter system components or equipment; regularly inspects all pool equipment including booster pumps, chlorination, filtration, pneumatic, solar and boiler systems and related electro-mechanical equipment; plans and implements a preventive maintenance program; inspects completed work to assure proper repairs have been made; coordinates utility hook-up service, pest extermination, and assistance for maintenance from all sections within and out of the department.

Requisitions and maintains inventory of parts, supplies and chemicals; interprets maintenance manuals and schematic diagrams; maintains records such as work performed, status, special projects, accident and vandalism reports.

Plans, supervises, assigns and evaluates the work of assigned personnel; trains new aquatic personnel in the operation, safety and proper use of chemicals; enforces safe work practices; performs the duties of supervisors in their absence or as assigned; interviews prospective employees.

Minimum Qualifications

Training and Experience: Graduation from high school or technical school and three years experience in the maintenance and operations of pool systems; or an equivalent combination of training and experience.

Knowledge, Abilities and Skills: Considerable knowledge of pool chlorination and filtration systems; considerable knowledge of methods and techniques of water sterilization, purification, chlorination and ph balancing; good knowledge of the repair and maintenance of complex systems; good knowledge of occupational hazards and safety requirements.

Ability to prepare cost estimates on time, materials for repair and replacement of equipment and parts; ability to establish and maintain effective working relationships with fellow employees and public ; ability to train and evaluate the work of assigned personnel; ability to enforce personnel rules and regulation standards of conduct and work attendance; ability to enforce safe working practices and procedures; ability to maintain records and prepare reports.

Skill in the use of hand and power tools.

Physical Requirements: Mobility within an office and field environment; operation of a motor vehicle through city traffic; subject to call during non-working hours; lift and carry heavy objects - (50 to 100 lbs.).

Licenses and Certificates: Texas Class "C" Driver's License; Commercial D - Public Pool Operation License must be obtained after appointment.

Director of Personnel

Department Head